



Inclement Weather/School Closing Procedures Winter 2017

Below you will find a listing of procedures that will be used in the Epstein Hebrew Academy in the event of inclement weather or other emergency conditions that would necessitate the closing of school or modification of a normal school day.

School Closing

The decision to close school is made at the earliest possible hour. If weather conditions are severe enough, the decision is made the night before; however, the decision is frequently made in the early hours of the morning. As soon as a decision is made, information will then be phoned to radio stations **KMOX** and TV stations **KMOV and KSDK**. Information will be sent via email as well as text.

To continue communication between home and school, Epstein Hebrew Academy will again utilize email and text. This enables school administration to notify parents/guardians digitally within minutes. Email and text will be utilized in the following situations:

- 1.** Communication of advance notice of school cancellation due to weather, general announcements or reminders such as open house, etc. We will contact **ONLY** the primary phone number and email provided in regard to advance notice of school cancellation, non-emergency announcements, or general reminders. The primary phone number and email we will use is the number on your child's Emergency Information Form listed as the home phone number.
- 2.** Communication of an unplanned event or an emergency that causes an early morning cancellation, late start, or early dismissal due to weather or unexpected events. In addition to the primary (home) phone number, we will also contact second and third phone numbers regarding an unplanned event or emergency. Messages will be sent to the home phone number and designated cellular numbers simultaneously.

All information and contact numbers are strictly secure and confidential and are only used for the purposes described herein. Please contact the school office with updated home or cell phone numbers.

Early Dismissal and “Modified Time” will only be used in severe weather conditions or emergency situations.

Early Dismissal

If severe weather conditions develop during the school day, early dismissal may occur. Once school is in session, it becomes very difficult to dismiss early as it creates problems, especially for working parents. Should it become necessary to dismiss school early, information will be carried on the listed radio and television stations and via email and text message. Please have a plan concerning where your child should go if school is dismissed early. Communicate this plan to the office and discuss this plan with your child.

Modified Time

In some cases, the decision may be made to operate the school on a modified time schedule. This would allow time for driving conditions to improve. Should this become necessary, schools will open later than normal, but dismiss at the regular time. Again, information will be available on radio, television, and you will be contacted via email and text message.

If you have any questions, please contact your child’s school administrator. Thank you for your cooperation in providing for our children’s safety.

Sincerely,

EHA Admin Team